

CITY OF MENASHA
Administration Committee
140 Main Street, 3rd Floor Council Chambers
August 18, 2008

MINUTES

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1. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 6:20 p.m.

2. ROLL CALL/EXCUSED ABSENCES

A. [Roll Call](#)

PRESENT: Ald. Pack, Hendricks, Zelinski, Michalkiewicz, Benner, Pamenter, Taylor Wisneski.

ALSO PRESENT: Mayor Merkes, Neenah City Attorney Jim Godlewski, PC Stanke, CDD Keil, C/T Stoffel, PRD Tungate, AP Beckendorf, Eng. Suprv. Montour, Clerk Galeazzi, and the Press.

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [Administration Committee Minutes, 8/4/08](#)

Moved by Alderman Pack, seconded by Alderman Taylor to approve minutes

Motion Carried on voice vote

Results:

4. DISCUSSION

A. [Recommend acquiescence with Athletica LLC Offer to Purchase](#)

Attorney Godlewski explained the buyers and sellers of the property are asking the City not to file an objection to the Offer to Purchase. The buyers and sellers have both accepted the Offer to Purchase and are now waiting for approval from the courts. The Offer to Purchase will eliminate any discounts provided previously to Lake Park Villas property owners who purchased and built homes in the subdivision where the Athletica Fitness Center is located.

B. [Gilbert Site Planning Grant Award funding shortfall](#)

CDD Keil explained the planning grant funds from the Dept. of Commerce was \$5,000 less than originally requested. Since the grant is matching funds, the developer has agreed to split the difference of the shortfall and increase their portion to \$7,500. Vierbicher and Associates are prepared to begin work on the plan immediately. There is still some paperwork that needs to be completed by the Dept. of Commerce.

C. [Jazzfest Fee Reduction for 2008 \(Recommendation of Parks and Recreation Board\)](#)

PRD Tungate explained the sponsors of Jazzfest, Jazz Corner Society, qualify for a waiver of certain fees. They are requesting a reduction of \$45.00 of various park fees.

D. [Request to approve Sungard HTE Software Agreement \(Recommendation of IT Steering Committee\)](#)

C/T Stoffel explained the HTE Financial Software was used by the City from 2000 to 2004 and it worked well for the City. HTE made the decision to discontinue offering the software designed for small cities. The City was offered to go with a different software more designed for large cities. The objection was rejected because of budget constraints. The City switched to Solomon Software, which was not a good fit, but was within the budget. Recently HTE has come out with a program that would fit the City's needs and is more affordable.

When asked where the funds for startup would come from, C/T Stoffel explained the City recently receive a refund from the fire department that could be used.

Discussion ensued if this is the right time to implement this program.

E. [R-16-08 A Resolution Transferring Funds \(Ald. Wisneski\)](#)

No Questions or Discussion

F. [Accounts payable and payroll for 8/7/08-8/14/08 in the amount of \\$2,888,084.89](#)

Ck. #17949-All-Sport Trophy-\$55.95-Rising Star Award for the Victim Crisis Response program.

Ck. #17962-Bruce Municipal Equipment-\$1,010.60-linear actuator for Parks Dept.

Ck. #18108-Sport-O-Motive-\$71.79-new additional part for Police Ranger.

Ck. #17950-Appanasha Pet Clinic-\$237-15-rabies exam/euthanasia stray cat.

Ck. #18069-Grainger Inc.-\$870.-replace pump at Milwaukee St fountain

Ck. #17971-Fischer-Ulman Construction-\$1,520.-CDBG Rehab Program.

Ck. #17972-Fox Excavating-\$1,181.25-demolition of 535 1st St.

Ck. #17974-Germania Hall-\$829.64-Victim Crisis Response Dinner

Ck. #18052-Badger Lab-\$280.-sampling/testing of water for Utilities.

Ck. #18095-NM Sewerage Comm-\$10,409.50-legal representation for Fox River cleanup.

5. ADJOURNMENT**A. [Adjournment](#)**

Moved by Alderman Pack, seconded by Alderman Hendricks to adjourn at 7:08 p.m.

Motion Carried on voice vote

Results:

Respectfully submitted by Deborah A. Galeazzi, City Clerk